



Employer Update

Last Day in Pay critical to processing

Please remember that it saves you time when you submit to PERF the Last Day in Pay Status and Final Wage Reports during your employees' exit process. This crucial, proactive step to supply us this information at the time your employees leave, helps us to continue to provide exceptional customer service to our members, their families, and to you - our employers. Please let us know if we can do anything to assist you in the process.

Service Credit for school employees defined

The purpose of Indiana Administrative Code Section 35 IAC 1.2-3-3 is to avoid penalizing school employees for the seasonal nature of their employment. Consequently, before denying a school employee of an entire year of service credit, PERF must closely examine the dates of employment in order to determine if the employee was employed for the full school term or the contract period for that member's position. The attached [chart](#) can help assist you in determining whether an employee should qualify for one (1) full year of service credit.

Pre-Retirement Workshops help employees' navigate process

PERF continues to mail out Pre-Retirement Workshop mailers to those who may be within 18 months of retirement. This mailer allows members to sign up to learn about the retirement process. To download additional copies of this mailer, click [HERE](#). For a full list of workshops, or to help an employee register to attend a workshop, click [HERE](#). Members may also call us at (888) 526-1687 if they have any questions or need help signing up for a workshop.

Online Employer Handbook coming soon

PERF has received extensive feedback to the online Employer Handbook and is working to implement the recommended suggestions. The Online Employer Handbook will help you navigate the procedures needed to administer your PERF program. Handy revision dates will be posted next to the sections so you can quickly see when updates have been made. A special *Employer Update* will be sent to you with links to the new handbook as soon as it is available to all employers.

Learn PERF Online: more dates around the state for workshops

PERF is hitting the road with more [dates and locations](#) for a training program to help first-time users of PERF Online get started and long-time users learn what's new. With the addition of **Muncie**, **Logansport**, **Valparaiso**, and **Vincennes**, there is even more opportunity for employers to learn more about PERF's interactive web site and exchanging information with PERF. To reserve your seat, click [HERE](#) and complete the form.

PERF customers embrace convenient online technology

Nearly 30,000 PERF members and hundreds of employer representatives are increasingly abandoning paper forms for the convenience of online transactions, according to a quarterly scorecard submitted to the pension fund's board of trustees. [READ MORE](#)

Kevin Boehnlein appointed to PERF Board

Kevin M. Boehnlein of New Albany has been appointed to a two-year term on the board of trustees of the Indiana Public Employees' Retirement Fund. Boehnlein was appointed by Governor Mitch Daniels and was elected vice chairman of the board at its Aug. 17 meeting. [READ MORE](#)

Indiana PERF's Annual Report achieves national recognition

The 2006 [Annual Report](#) for the Indiana Public Employees' Retirement Fund was recognized nationally by the Government Finance Officers Association (GFOA) with a Certificate of Achievement for Excellence in Financial Reporting. [READ MORE](#)

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